

COLUSA COUNTY CHILDREN AND FAMILIES COMMISSION

Minutes of Public Meeting

January 11, 2000

The meeting of the Colusa County Children and Families Commission was called to order at 1:35 p.m. in the Morse Conference Room at the Colusa Public Library. Commissioners Dolores Gomez, Nolan Gonzales, Barbara Hankins, and Nancy Parriott were present, constituting a quorum.

Items discussed and actions taken in accordance with the publicly-posted agenda were as follows:

1. Designation of Chairman Pro Temp

In order to ensure that Commission business can proceed without interruption when the Chairperson is absent, the appointment of a Chairman Pro Temp was discussed. A motion was made by Commissioner Hankins to appoint Nancy Parriott as the Chairman Pro Temp; motion seconded by Commissioner Gomez. The motion was passed unanimously by voice vote (4/0).

2. Approval of Minutes of December 21, 1999 Meeting

Two corrections were noted to the minutes of the December 21, 1999, meeting:

- Members Present - change spelling of Perriott to Parriott
- Item IX - change spelling of County "Council" to Counsel

Commissioner Hankins moved to approve the minutes with the above corrections; motion seconded by Commissioner Gomez. The motion was passed unanimously by voice vote (4/0).

3. Public Comment

A newly published guide called "Innovations in Child Care" was distributed to all Commissioners for their information. The latest edition of the newsletter from the State Children and Families First Commission was also distributed to all Commissioners. Mike Smith of Social Entrepreneurs, Inc. noted the availability of a new set of policy reports from the California Center for Health Improvement related to the harms of childhood exposure to tobacco smoke and strategies to achieve smoke-free childhoods. Copies of these reports will be sent to Commissioners that do not already have the reports.

4. Report on Funds

A phone call to the State Commission indicated that they have sent a check early this week. More follow up will occur if the check is not received by next week.

5. Memorandum of Understanding with the County of Colusa

The draft Memorandum of Understanding (MOU) between the Commission and the County, wherein the County would provide specified services to the Commission, was reviewed in detail. Commissioner Scofield is scheduled to present the MOU to the County Board of Supervisors on January 25th.

Questions and changes noted to the draft MOU were:

- A question was raised as to the expected dollar amount of costs that the Commission would incur for County services. The response was that costs are expected to be minimal and, if it appears that there is a risk of costs becoming significant, County personnel would discuss the situation with the Commission prior to escalating charges.
- The word "First" was removed from the phrase "Children and Families First Commission" throughout the document.
- Section 2.4, specifying that the Health Services Agency would develop the first year budget, was deleted. The first year budget is expected to be created by the Commission's consultants as part of the strategic planning process.
- Add a new section 2.4, titled Banking and Investment Services, to read ""The County Treasurer-Tax Collector shall ensure that the Commission's investment risk does not exceed the level of risk for other County investments."
- Section 2.7.2: This section needs to be discussed further with County Counsel and possibly deleted. It appears to say that the Commission is bearing the risk of "action or lack of action by the County," i.e. that the Commission is accepting liability for the County's action or lack of action rather than the County accepting liability for its own actions or lack thereof.
- Section 2.8: Change the end of the first sentence to read "...County agrees *through its administrative and risk management functions* to maintain in force..." The purpose of this change is to tie this section back to section 2.2.1, clarifying what risk management functions are being provided by the County.
- Section 3.1.6: At the end of the second sentence, change the phrase "...to the Health Department" to read "...to the department providing services."
- Section 4.1: Change the effective date to January 1, 2000.
- Section 5.3: Add Christy Scofield's name and address as the contact person for the Commission.
- Page 9, signature section: Change the name of the Chairman of the Board of Supervisors from Jerry L. Maltby to E. Douglas White.

It was decided to defer approval of the MOU until Commissioner Scofield had a chance to discuss the concerns about section 2.7.2 with County Counsel and until an updated version of the MOU, reflecting all of the above changes, could be reviewed by the Commission.

6. Housing Needs for the Commission

Commissioner Gonzales provided an update on the potential of free office space for two people being made available to the Commission by the Colusa Indian Community Council. He will present a request from the Commission for use of the office space for up to six months. If approved by the tribal Council, the office would be available around February 1. The other commissioners expressed thanks for the offer of space.

7. Needs Assessment Schedule

Mike Smith distributed a proposed schedule for conducting a community-based needs and assets assessment and developing the strategic plan for the Commission. The assessment phase will start immediately and is expected to be completed by March 21. A complete draft of the strategic plan is projected to be finished by May 31 and ready for public review, with public review completed and the plan submitted to the State Commission by July 11. No changes to the assessment and planning process and schedule were identified at this time.

As the first step of the assessment process is to assemble all existing data on community needs and resources relevant to Proposition 10, an extended discussion occurred to identify existing sources of information and determine who would follow up on obtaining copies of materials. All materials gathered will be forwarded to Mike Smith, who will review everything and compile the key findings into a preliminary Needs and Assets report. The preliminary report will be presented at the next Commission meeting.

Other comments that were made related to the needs assessment and strategic planning process:

- The Family Fair scheduled for April 9th would provide an excellent opportunity to distribute educational information about Proposition 10, potentially distribute draft versions of the goals and objectives developed by the Commission for public comment, and otherwise raise awareness with and obtain input from members of the community. Arrangements to get a booth at the fair will be investigated.
- When public hearings are held on the strategic plan, they should be held in the evening so that working people can attend. A start time of 7:00 p.m. was suggested for these hearings.
- The next State Commission meeting will be held on January 20th in Orange County. Mike Smith was authorized to attend on behalf of the Commission and will report on state level activities at the next Commission meeting.

8. Adjournment and Next Meeting

The meeting was adjourned at 3:10 p.m. The next meeting of the Commission was set for January 27, 2000, from 3:00 – 5:00 p.m. at the Children's Services offices at 345 5th Street, Suite B, Colusa, California.

Minutes prepared by Mike Smith, consultant to the Commission.